

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY381		
Name of Service:	D2 Montessori		
Address of Service:	6 Camden Street Upper, Dublin 2, Co. Dublin		
Eircode:	D02 KF53		
Name of Registered Provider:	Joyce Grant		
Service type:	Full Day, Part Time, Sessional		
Date(s) of Inspection:	31/05/2023		
No of pre-school children:	AM	37	PM 33
Address of the Early Years Inspectorate:	Early Years Inspectorate, Child and Family Agency, Unit 4&5 Nexus Building Block 6A, Blanchardstown Corporate Park, Dublin 15		
Inspection undertaken by:	Á Dunne & E Hosford		
Title:	Early Years Inspectors		
Authority to Inspect			
The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).			
Conditions if applicable	Not applicable.		

Description of service

D2 Montessori provides a full day care service and is located in Dublin City Centre. The service is open from Monday to Friday between 8am and 6pm and provides a service to children aged between 1 and 5 years old. The service is based in a three-storey building. There are 4 care rooms in operation which are the Wobbler, Toddler, Pre-Montessori and Montessori rooms. There is an enclosed rear area of the property which allows children to access outdoor play

Staffing

On the day of Inspection, there were 15 adults present - the person in charge, ten staff members working directly with children including 1 staff member to cover lunch breaks from 10am to 2pm and 1 staff member employed under the Access Inclusion Model present from 8.30am to 12.30pm, three students and one external contractor. The registered provider was not present on the day of inspection.

Methodology

Tusla's Early Years Inspectorate is the independent statutory regulator of early years services in Ireland. The Child Care Act 1991 (Early Years Services) Regulations 2016 define the duty of a registered provider to ensure the safety and well-being of children and to comply with these regulations. This Act also gives Tusla the authority to assess compliance with the regulations. The purpose of regulation in relation to early years services is to ensure that the care, safety, and well-being of children attending such services is upheld. Inspections of early years services are planned based on the following:

- Previous inspection history
- Any information received in relation to the service

The findings on inspection are based on:

- Information obtained through examination of documentation
- Direct observation
- Discussion with relevant staff

This inspection was unannounced and focused on the area of governance/ health, welfare and development of child/ safety/ premises and facilities. The inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations:

Regulation 9 – (2)(a), (b), (c), (d), (4)

Regulation 11- (1), (2), (8)(a),

Regulation 19(b)

Regulation 21

Regulation 23

Regulation 25 - (1), (2)

Regulation 26

Regulation 32

These findings are outlined within the relevant regulations within this report.

However, on inspection additional non-compliance was identified under Regulation 16 Record in relation to the Preschool service. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under:

Regulation 16: (1)(a)(h)(i)(j)(k) Record in relation to Preschool Services

As a result, the scope of the inspection included the, the Wobbler room, Toddler room and Preschool room and did not include the Montessori room.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

The inspectorate reserves the right to edit responses received for reasons including clarity, completeness and compliance with administrative and legal processes.

The contents of the report are compiled by the inspectorate body.

Additional Information

This inspection was triggered by information received to the Inspectorate.

Acknowledgments

The inspectors wish to acknowledge the cooperation of the person in charge, staff and children who were present on the day of the inspection.

Part III – Management and Staff

Regulation 9 – Management and recruitment

(2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-

(a) consideration of references from the person’s past employers, if any, and in particular the most recent employer, if any,

(b) consideration of references from reputable sources in the case of a person who has no past employers,

(c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and

(d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.

(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

Compliance Information

(2) During the Inspection, the files of 11 staff members, 3 students and 1 external contractor were reviewed.

(a) Two written and validated references were available for six staff members from a past employer.

One written and validated reference was available for three staff members from a past employer.

(b) One written and validated reference was available for three staff members from a source other than a past employer.

(c) Garda vetting was available for 11 staff members, three students and one external contractor.

(d) International police vetting was available in respect of nine staff members and two students who had lived outside the jurisdiction for longer than six months as an adult.

(4) Eleven staff members who worked directly with children attending the service held at least a major award in Early Childhood Care and Education at Level 5 or above on the National Framework of Qualifications or a qualification deemed eligible by the Department of Children, Equality, Disability, Integration and Youth Affairs

Non-Compliance Information

(2)

(a) One written and validated reference for one staff member was not available from a past employer.

One written and validated reference for one student from a past employer was not available.

One written reference for one staff member from a past employer was not validated.

Two written references for one staff member from a past employer were not validated and not translated.

One written reference for a contractor from a past employer was not validated.

(b) One written and validated reference for one student from a source other than a past employer was not validated.

Two written references for two students from a source other than a past employer were not validated and not translated.

One written reference for a contractor from a source other than a past employer was not validated.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)(a)(b) Corrective Action References have been checked and verified. Also, references have been translated and verified by the person in charge. A verification form will be filled out for all staff members at the induction process. Also the recruitment policy has been reviewed by all persons in charge. Evidence submitted Verification form future staff checklist and recruitment policy.

Supporting documentation submitted

(2)(a)(b) Verification form, Future staff checklist and Recruitment policy submitted.

Summary Comment

The non-compliances as outlined above under Regulation 9 have been addressed.

Part III – Management and Staff

Regulation 11 - Staffing levels

(1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.

(2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.

Compliance Information

- (1) There were an adequate number of adults working directly with the children as there were 13 adults working with 37 children in the morning, and nine adults working with 33 children in the afternoon.
- (2) The correct adult/child ratio was maintained in the service throughout the inspection at all times.

The adult child ratios during the morning session were maintained as follows;

Wobblers room - 2 adults to 7 children aged between 1-2 years.

Toddlers room - 2 adults to 8 children aged between 23 months – 3 years.

Preschool room - 3 adults to 11 children aged between 2 years 8 months – 3 years 8 months.

Montessori room - 2 adults to 11 children aged between 3 -5 years.

The person in charge and one staff member were present and available in a supernumerary role to support for nappy changes and breaks.

The adult child ratios during the afternoon were maintained as follows;

Wobblers room - 2 adults to 6 children aged between 1-2 years.

Toddlers room - 2 adults to 6 children aged between 23 months – 3 years.

Preschool room - 2 adults to 11 children aged between 2 years 8 months – 3 years 8 months.

Montessori room - 2 adults to 10 children aged between 3 -5 years.

The person in charge was present and available in a supernumerary role to support for nappy changes and breaks.

Part IV – Information and Records

Regulation 16 – Record in relation to pre-school service

(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:

- (h) details of attendance by each pre-school child on a daily basis;
- (i) details of staff rosters on a daily basis;
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;
- (k) details of any accident, injury or incident involving a pre-school child attending the service.

Compliance Information

(1) (i) Staff roster was available which detailed the staff members schedule on a daily basis.

Non-Compliance Information

- (1)
- (h) There was inconsistent documentation of children’s movement between care rooms and in and out of the service, leading to a risk of safety. This was evidenced by the following:
- In the Preschool room at 11.41am a child was observed to move to the Montessori room during sleep time. The attendance record was reviewed by the inspector and the child was not signed out of the Preschool room and into the Montessori room.
 - In the Toddler room at 11.52am, a child was observed to move downstairs with the Wobbler room children for sleep time. The attendance record was reviewed by the inspector and the child was not signed out of the Toddler room and into the Wobbler room.
- (j) From a sample of 6 medication forms for 18 administrations of medicines, the following was evident.
- Second staff signature not recorded for two administrations of medicine.
 - Only the first name of the staff member noted for 16 signatures for 12 administrations of medicine.
 - Only staff initials noted for six signatures for five administrations of medicine.
- (k) On review of 10 accident and incident records available, the following information was missing:

- The date of the incident and date of completing form was missing on one form reviewed.
- Date of incident recorded inaccurate on one form.
- The date of the parent's signature was missing on one form.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(h) Sign in and out sheet has been put in place for any child leaving a classroom throughout the day this has been added to our weekly risk assessment. The person in charge will regularly check that the sign in sheets are being used. Staff have also been made aware in the staff meeting of this importance.

(j) A staff meeting was held and all staff were shown the Medication policy in regard to medicine and informed that a full signature needs to be done. Medicine policy was given to the staff for review. Regular checks on paperwork will be done by the management.

(k) A staff meeting was held and staff were informed about the filling out of accident books and a sample was shown. The accident policy was given to staff for review. The person in charge signing the forms will inspect more carefully before signing.

Supporting documentation submitted

(h) Staff meeting agenda, weekly risk assessment and Sign in and out sheet for the child submitted.

(j) Medication Policy, Staff meeting agenda submitted.

(k) Accident Policy, Staff meeting agenda submitted.

Summary Comment

Under Regulation 16, the non-compliances as outlined above have been addressed.

Part V - Care of Child in Pre-school Service

Regulation 19 - Health, welfare and development of child

(1) A registered provider shall, in providing a pre-school service, ensure that-

(b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

Compliance Information

(1)(b)

- Staff members were observed to join in and support activities with the children. Interactions were positive, friendly and supportive with good use of language, promoting the development of warm and positive relationships between staff and children in their care. For example, staff were observed as follows:
 - at 10.59am in an activity with building blocks using names of colour and stacking them with the children
 - at 11.32am staff sat with children during dinner time.
 - at 12.19pm at sleep time, staff were observed to create a calm and relaxed atmosphere, spoke with children kindly and settled children to sleep and individual attention was given where required.
- Staff members supported and promoted positive social, emotional and behavioural wellbeing during care practices observed, for example at 12.20pm when one child was not sharing and was taking toys from another child, the staff member got down to the childrens level, used good behavioural management skills with good language and reasoning skills and introduced extra toys to solve this situation of children not sharing.

Part V - Care of Child in Pre-school Service

Regulation 21 – Equipment and materials

A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.

Compliance Information

- The Toddler and Preschool care rooms in the service were designed with the age and stage of development having been taken into consideration. Children were observed to take part in free play and group work on the day of inspection. The layout of the rooms facilitated these choices. There was equipment to reflect the children’s interests and their emergent curriculum.
- There was a variety of play materials and equipment available to the children according to their age and stage of development, to include: arts and crafts materials directly accessible to the children, home areas with associated props; range of jigsaws; range of construction toys; sorting and stacking toys; range of toys for transporting such as garages with cars and trucks and trains with tracks, small world play toys dolls houses with supporting equipment, sensory trays with supporting equipment.
- The toys and equipment were laid out on low level shelving and were visible and accessible to the children.
- Comfortable and cosy rest area was available in Preschool room.
- An outdoor play area was available for the children with a wooden climbing frame with ladder, octagon shape climbing frame, wooden playhouse, mud kitchen, a sand pit, picnic table, one ride in car and supporting equipment where required providing learning opportunities for children.

Non-Compliance Information

1. The environment of the Wobbler Room did not support play opportunities for the children present as areas of interests were poorly defined and developed with limited equipment available, for example:
 - No sensory play equipment
 - No supporting equipment for the play kitchen.
 - Equipment was in large boxes and not visible for the children, for example box of building blocks and a box of supporting equipment for the play kitchen.
 - Five books were in poor condition with tattered covers.
 - Limited equipment for tabletop play opportunities.

- Some equipment present was old and worn with chipped paint, for example wooden play food.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. The layout and display of the equipment in the Wobbler room has been changed. An order has been placed and part of the order of new equipment has been received. Regular checks of the equipment being available to all children will be carried out by management. This has also been added to weekly risk assessment.

Supporting documentation submitted

1. Photographic Evidence, invoice of new equipment purchased and weekly risk assessment submitted.

Summary Comment

The non-compliances as outlined above under Regulation 21 have been addressed.

Part VI - Safety

Regulation 23 - Safeguarding health, safety and welfare of child

A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.

Compliance Information

General Safety:

- On the inspectors unannounced arrival at the service, access to the main door was monitored and controlled by staff to restrict unauthorised persons from gaining access to the premises and to prevent children from exiting the service unsupervised.
- The weekly roster was available for review by the inspectors.
- The kitchen area was inaccessible to the children throughout the inspection.

Infection Control:

- Handwashing facilities for hand hygiene included liquid soap, and paper towels.
- Nappy changing facilities were available for the children.
- Nappy changing was completed as per service policy with kind interactions between staff and children.
- Individual bed linen was available to the children and was stored individually labelled black storage bags.

Safe Sleep:

During sleep time, the following was observed:

- The sleep needs for children under 2 years of age, were facilitated with access to cots for sleep.
- The sleep needs of children over two years of age were met through the provision of soft floor sleep mats and comfortable rest areas available in the care rooms.
- Children were provided with cellular blankets for sleep.
- Sleep checks were completed every 10 minutes by staff members during sleep time of children.
- Shoes and clothing such as hooded tops were removed from children while they slept.

Non-Compliance Information

General Safety:

1. In the Preschool room, at 11.57am, it was observed by the inspector that children played with the black plastic storage bags used for floor sleep mats storage, which when not in use were placed under the sleep floor mats at sleep time, leading to a risk of injury to the children.
2. In the Preschool room, a flex of an electric radiator was accessible to children, leading to a risk of injury.

3. In the Wobbler nappy changing room, the press under the sink containing a cleaning agent and a rodent deterrent device was unlocked and accessible to children, leading to a risk of injury.
4. In the outdoor area, a broken vent with sharp edges was present beside the Playhouse, leading to a risk of injury.
5. The attendance documentation of staff was completed ahead of time, for example, at 11.58am staff in the Wobbler room and Toddler room had signed in at 8.30am or 9am and out for lunch between 12pm to 2pm and for departure at 5.30pm or 6pm, leading to a risk of safety.

Infection Control:

6. In the Outdoor area, the supporting equipment, toys and building blocks were observed to be dirty. At 14.53pm, children from the Wobbler were observed to place toys in their mouth, leading to a risk of cross infection.
7. In the Wobbler room at 11.20am, hands of childrens were not washed before dinner or after nose wiping. This is not in line with the service hand hygiene policy and increases the risk of the spread of infection.
8. While it is acknowledged that the person in charge turned on the water heater at 12.03pm following a discussion with the inspector and warm water was available from 12.29pm, there was no warm water available in the service up to this time and cold water is not conducive to effective handwashing.
9. In the Wobbler room, the soft foam wedge was torn leading to it being not wipeable.
10. In the Wobbler room, the pedal bin beside the sink was overflowing with used paper towel, this is leads to poor infection control.

Safe Sleep:

11. The temperature of the Toddler room at sleep time was not maintained between the recommended temperature of 16-20 °C while children slept, at 12.39pm the temperature was recorded as 22 °C.
12. In the Preschool room at 12.12pm, the layout of two floor sleep mats were positioned close to a radiator with sharp edges, leading to a risk of injury.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. A staff meeting was held and all staff were made aware of our safe sleep policy and the preschool teachers were told to store the black bags up high on a shelf when not in use. Safe sleep policy was given to all staff for review.

2. The plug lead on the plug from the radiator has been adjusted and is behind the radiator. Regular checks for flex added to service risk assessment sheet.
3. A child safety lock has been put on the door. Daily checks that all locks are in working order will be completed.
4. Maintenance has been scheduled for all furnishings to be fixed in the outdoor area. Regular checks of fixtures outdoors will be done by management.
5. All staff were told at the staff meeting that attendance records need to be updated as the day progresses. Daily checks on the books will be done by management.

Infection Control:

6. The toys in the garden have been sterilised and washed. Regular washing of the outdoor toys will be done weekly.
7. All staff were asked to re-read our infection control policy and procedure and to ensure that the staff put in place daily.
8. A sign has been put over the switch to ensure that the water is turned on every morning.
9. The foam block has been taken out of the classroom and replaced with a new soft mat. Equipment will be checked regularly. It has been added to the weekly risk assessment.
10. A new bigger bin has been put in the Wobbler room changing room and staff have been advised to empty the bin when it is full.

Safe Sleep:

11. An air conditioning unit is available for the sleep rooms to maintain the recommended temperature. All staff will make necessary changes to ensure that the sleep rooms are at the required temperature.
12. All beds have been moved and they are away from the radiator. All staff have been advised to keep the beds the way that they are to ensure that the safe sleep policy and procedure is being followed.

Supporting documentation submitted

General Safety:

1. Photographic Evidence, Staff meeting agenda and Sleep policy submitted.
2. Photographic Evidence and weekly risk assessment submitted.
3. Photographic Evidence submitted.
4. Photographic evidence of Maintenance list and weekly risk assessment submitted.
5. Staff meeting agenda submitted.

Infection Control:

6. Cleaning sheet for cleaning of garden toys submitted.
7. Infection Control Policy submitted.
8. Photographic Evidence and service risk assessment submitted.
9. Weekly risk assessment submitted.
10. Photographic Evidence submitted.

Safe Sleep:

11. Photographic Evidence and Sleep policy submitted.
12. Photographic Evidence and Sleep Policy submitted.

Summary Comment

The non-compliances as outlined above under Regulation 23 have been addressed.

Part VI - Safety

Regulation 25 - First aid

(1) A registered provider shall ensure that a person trained in first aid for children is, at all times, immediately available to the children attending the pre-school service.

(2) A registered provider shall ensure that a suitably equipped first aid box for children-

(a) is safely stored in an easily accessible and conspicuous position on the premises, and

(b) is available to the children attending the pre-school service at all times.

Compliance Information

(2)(a) and (b) Suitably equipped first aid boxes were available and were safely stored in an easily accessible and conspicuous position on the premises.

Non-Compliance Information

(1) While it is acknowledged that the service provided evidence that two adults trained as First Aid Responders, the roster demonstrated that they are not available at all times to the children attending the service, for example on the day of inspection from 8am to 8.30 am.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (1) A staff member will be put forward for FAR training. Management will ensure that someone with FAR Training is always on the premises by reviewing rosters.

Supporting documentation submitted

(1) Confirmation of Booking First Aid Responder Training 4th, 5th and 8th Sept 2023.

Summary Comment

Under Regulation 25, the non-compliance as outlined above have been addressed, First Aid Responder Cert will be reviewed on next inspection.

Part VI - Safety

Regulation 26 - Fire safety measures

(1) A registered provider shall ensure that a record in writing is kept of-

- (a) any fire drill that takes place in the premises, and*
- (b) the number, type and maintenance record of firefighting equipment and smoke alarms in the premises.*

(4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.

Compliance Information

- (1)
- (a) A written record was available of the fire drills completed in the service. The last recorded fire drill took place on the 15th May 2023.
 - (b) A record was available of the number, type and maintenance of the firefighting equipment demonstrating it was last serviced 10th November 2022 and for the number, type and maintenance of the mains powered smoke alarms in the premises, which were last serviced on the 4th April 2023.
- (4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed on the premises.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-
(d) cleaned, maintained and repaired, as required, and

Non - Compliance Information

(d)
Skirting Boards, walls, toy storage units and the carpet on the stairs were observed to be visibly dirty, damaged or in a state of disrepair – chipped, dirty, uneven or not washable or wipeable, throughout the service. For example, at 10.45am children from the Wobbler room age 1 – 2 years were observed to climb the stairs using their hands and therefore touching the carpet as they climbed each step , leading to a risk of cross infection.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(d) A price has been obtained for new carpets on the stairs. Maintenance has been contacted and have scheduled for all work to be done. The storage shelves in the Wobbler room have been changed. Weekly checks will be made to ensure all furnishings are adequate.

Supporting documentation submitted

(d) Photographic Evidence, quote for purchase of new carpet and confirmation email for maintenance work to be completed 25th July 2023

Summary Comment

The non compliances outlined above under Regulation 29 have been addressed.
Works completed will be reviewed on next inspection.

Part VIII - Notifications and Complaints

Regulation 32 – Complaints

- (1) A registered provider shall ensure that the complaints policy of the service specifies-
- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,
 - (b) the manner in which such a complaint shall be dealt with, and
 - (c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.
- (2) A registered provider shall ensure that-
- (a) a record in writing is kept of a complaint made to the provider in respect of the pre-school service, and
 - (b) the complaint is duly dealt with in accordance with the provider's complaints policy.

Compliance Information

(1)(a)(b)(c)

The service had a complaints policy available, and it had the required statements and procedures documented.

(2)(a) The service had a record of complaints made in respect of the service.

(2)(b) The service had documentary evidence to demonstrate that any complaints received were dealt with according to the service complaints policy.